



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Rachel Canuso Holt, interim Executive Director

OCTOBER 2020 BOARD UPDATE

OJA Operations

1. Care and Custody Management System (CCMS) training at COJC
2. COJC visit
3. SWOJC visit – employee appreciation lunch and activities
4. Effective Practices for Positive Interactions with Oklahoma Youth training
5. CJA Leadership Institute meeting
6. Length of Stay Policy Academy: Communication and Messaging
7. Length of Stay Policy Academy: Team Technical Assistance meeting
8. Juvenile Services Unit District 1 meeting
9. Juvenile Services Unit District 7 meeting
10. Group Home Providers meeting

Partner Engagement

1. Dr. Deborah Shropshire, DHS Child Welfare Director
2. Oklahoma Commission on Children and Youth (OCCY) commission meeting
3. Shar'dae Ihekona, Spoken Boundaries, LLC
4. Dr. Peter Messiah, OAYS
5. Annette Jacobi, OCCY
6. Juvenile Justice Meetings with OJA and the Five Tribes
7. Downtown Exchange Club
8. Tour of the Oklahoma City Diversion Hub
9. Sue Ann Arnall, Arnall Family Foundation
10. Lindsay Laird, Arnall Family Foundation
11. Galit Lipa, Public Welfare Foundation

Legislative & Executive

1. Secretary Justin Brown
2. Secretary Mike Mazzei
3. Secretary John Budd
4. HEC Cabinet Peer Groups Kick-off meeting
5. HEC Cross-Cabinet presentation for Department of Human Services
6. Senator Chris Kidd
7. Representative Trey Caldwell
8. Representative Cyndi Munson
9. Representative Mark Lawson



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Janelle Bretten, Director of Strategic Planning and Engagement

Board Report-October-2020

- **Pregnancy Assistance Fund (PAF) Grant**
 - Since July 1, we have received 137 referrals.
 - We continue to facilitate concrete support requests.
- **Children's State Advisory Workgroup (CSAW)**
 - Co-chaired meeting and continued work on projects, which includes new project regarding Hope Centers.
 - Attending multiple planning and subcommittee meetings surrounding CSAW projects.
 - Attended Systems of Care State Advisory Team meeting and provided update on Trauma Informed Task Force work.
- **Trauma-Informed Care Task Force**
 - Began work with others on drafting the trauma informed care strategy report as required by Senate Bill 1517.
 - Attended task force meeting as designee and reported on status of draft strategy report.
- **ARTIC Scale**
 - We have a consultation scheduled in October to discuss implementation timelines for baseline assessment of staff attitudes toward trauma informed care.
- **Youth Level of Service/Case Management Inventory**
 - Our YLS/CMI team completed the first virtual YLS/CMI certification training with success.
 - YLS/CMI annual refresher training completed in Districts 1, 6, and 7 with focus on our newly modified scoring and interview guides.
 - We will be fine tuning our training and planning for next trainings to meet the needs of newly hired JSU staff.
- **Length of Stay (LOS) Policy Academy**
 - Participating with team in attending series of virtual webinars with recent focus and technical assistance on data collection and communication strategies. Our team submitted the LOS action plan pre-work assignment.
- **Tribal Liaison**
 - Attending meetings between OJA leadership and the Inter-Tribal Council of Five Tribes juvenile justice committee to discuss McGirt ruling and plan to arrange JOLTS profile access for the tribes.
- **Governor's Interagency Council on Homelessness (GICH)**
 - Attended GICH Executive Team meeting. Updated the team on work within Employment, Education and Training Subcommittee. Assisted in developing agenda for next Council meeting.
 - Held meeting with Director of Head Start Collaboration and the State Department of Education Program Specialist over school homeless liaisons to begin planning for regional trainings with Oklahoma's eight Continuums of Care, Head Start Directors and School District Homeless Liaison Directors.



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Janelle Bretten, Director of Strategic Planning and Engagement

- **HEC Peer Group Kick-Off**
 - Attended meeting in which Secretary Brown shared his vision for Cabinet Peer Groups and plan to connect individuals from across the Cabinet with representatives who are interested in similar topics.
- **Interim Study H20-078, Balancing ACEs, Rep, Sherrie Conley**
 - Attended interim study addressing behavior and school suspension. The Interim study focused on ways to best respond to classroom discipline issues while incorporating restorative practices. Multiple presenters from youth and mental health organizations presented on service provision and resources, including Frontline Family Solutions. Multi-Tiered Systems of Support (MTSS) was discussed, which is a three-tiered framework to provide academic, behavior, social and emotional support to all students.
- **OJA Strategic Plan FY21-26:** Assisted team with reviewing and completing plan.

State of Oklahoma
OFFICE OF JUVENILE AFFAIRS
Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

Board Report – October 2020

September 1st to 30th activity

Releases (8) from Secure Care

September 2020

Intakes (4) for Secure Care

Paroles: COJC – 2, SWOJC – 2

Intakes COJC – 1, SWOJC – 3

Court Release: COJC- 2, SWOJC – 0

Bridged to DOC: COJC – 1, SWOJC – 0

Step down to Level E – COJC -1, SWOJC - 0

Central Oklahoma Juvenile Center (COJC) facility events

- Virtual Man Up programming with Lt. Wayland Cubit, OKC PD continues.
- Virtual religious services is provided through Life Church and Transformation Church.
- Members of Rock Teen Program donated puzzles, games, bibles and hygiene items for residents. The members also brought cookies for staff and residents.
- Virtual visitation with parent/guardians continues to address barriers to success.

Southwest Oklahoma Juvenile Center (SWOJC) facility events

- Residents communicate with mentors and bible study leaders through letters. Virtual visitation with mentors has been implemented.
- In lieu of weekly onsite church services, sermons from Life Church have been made available to be viewed on each Unit's DVD player for those who sign up.

Division Leadership Activities

- COVID19 preventative practices and protocols are primary focus of all division activities. Reviews of updated CDC guidelines, sanitation practices, staff preventative practices and efforts to ensure resident/staff safety are completed.
 - Coordinated virtual Effective Practices for Positive Interactions with Youth (EPPI) training at COJC for secure care to be held in October. SWOJC tentative date set for December.
 - Reviewed virtual visitation surveys for secure care to ensure a high level of resident interaction with parent/guardians.
 - Completed and submitted the Performance based Standards (PbS) Agency Review Report to the Executive Director
 - Facilitated Program TEAMS Meeting for COJC and SWOJC Program staff, set goals for review of secure care programming and evidenced based curriculum.
 - Participated in the Next Generation Subcommittee meeting
 - Initiated voter registration for eligible secure care residents.
 - Attended Council of Juvenile Justice Administrators (CJJA) webinar on Juvenile Leadership Staff Wellness.
 - Participated in CJJA Facility Director/Superintendent Training – Using Data to Make Informed Decisions.
 - Held weekly TEAMS meetings with Division staff to ensure quality coverage of all liaison and oversight duties were current.
 - Participated in CJJA Length of Stay Virtual Policy Academy focusing on communication and messaging.
 - Completed Superintendent Interviews and coordinated second interviews with Executive Director. Second interviews continue into the month of October.
-

Shelley Waller, Community Based Services Deputy Director
Board Report for September 8, 2020
Contacts and Activities for August 2020

- **TEAMS Meetings**

- Coordinated, planned and participated in three (3) District Supervisor and Community Based Services Leadership Team meetings
- Coordinated, planned and participated in one (1) CBS, DS and ADS meeting
- Participated in three (3) Executive Team meetings
- Participated in two (2) Programs Team meetings
- Participated in one (1) JJS Support Team meeting
- Participated in three (3) Executive Placement Staffing meetings
- Participated in four (4) high acuity case consultations with OJA Chief Psychologist, Dr. Paul Shawler and Shel Millington, Director of Behavioral Health
- Participated in two (2) consultations with General Counsel, Ben Brown
- Participated in one (1) OJA Administrative Services & Financial Services Division meeting
- Participated in one (1) Structured Psychotherapy for Adolescents Responding to Chronic Stress (SPARCS) application meeting
- Participated in one (1) Personnel Strategies meeting
- Participated in two (2) HB1282 meetings
- Participated in one (1) OJA/DHS staffing for three (3) youth
- Participated in one (1) OJA Data Governance meeting
- Participated on one (1) Lunch & Learn training for Employee Benefits
- Participated in one (1) Strategic Planning Meeting and Key Performance Measures meeting
- Participated in a District Meeting for District 1 & 6 staff

- **ZOOM Meetings**

- Attended the OJA Board Meeting held September 8, 2020
- Participated in one (1) OJA/DHS dual custody collaboration meetings
- Participated in one (1) OJA/ODMHSAS meeting to discuss juvenile justice diversion
- Participated in four (4) Length of Stay (LOS) Policy Academy meetings
- Participated in one (1) joint meeting with OUHSC, OJA and DHS
- Participated in one (1) OJA and the Five (5) Tribes affected by the McGirt ruling

- **Conference Calls**

- Participated in weekly conference calls with each District Supervisor
- Participated in three (3) conference calls with varying CBS staff to provide coaching and consultation

- **Training**

- Participated in Effective Practices for Positive Interactions with Oklahoma Youth

- **Provider Visits and Visitation with OJA custody youth**

- Cedar Canyon
- Mustang Treatment Center
- Pivot, Inc

- **Weekly in-office visits to the State Office**

- **Meeting with staff at Oklahoma County JSU to discuss streamlining reports, etc.**



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School

Meeting Minutes
September 8, 2020

Board Members Present via Videoconference

Sean Burrage
Sidney Ellington
Amy Emerson
Janet Foss
Stephen Grissom
Mautra Jones (entered meeting at 10:03 a.m.)
Timothy Tardibono
Karen Youngblood
Jenna Worthen

Guests

Peter Messiah, Brenda Myers, Harold Jergenson, Tyler Talley, Kevin Nelson, Lisa Williams, Linda Shaw, Chris Polansky, MaryDawn Jenkins, Robert Cornelius, Ben Felder, Jason R. Potter, Justin Smith

Present from the Office of Juvenile Affairs

Jeremy Andrews, Janelle Bretten, Ben Brown, Laura Broyles, Paula Christiansen, Kevin Clagg, Jennifer Creecy, Jeremy Evans, Donna Glandon, Darryl Fields, Rachel Holt, Rodney McKnight, Michael McNutt, Carol Miller, Audrey Rockwell, Leticia Sanchez, Paul Shawler, Terry Smith, Paula Tillison, Shelley Waller, and Melissa White

Call to Order

Chair Youngblood called the September 8, 2020, the Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School Zoom meeting to order at 9:03 a.m. and requested roll be called.

Public Comments

No public comment.

Presentation from L.C.

L.C. discussed her experiences with OJA and her treatment programs.

Director's Report

Interim Executive Director Holt ran through her board report, see attached.

Approval of Minutes for the August 11, 2020 Board Meeting

Dr. Grissom: I think there is a spot we might want to correct at the bottom of page 6 and top of page 7, I believe this is quoting the chair, "We are going to follow through on the promises made. This is a unique project, we do not want to keep the promises we made to the taxpayers of Oklahoma." I am thinking we want to keep our promises.

Secretary Rockwell: Yes, I understand.

Chair Youngblood: Yes, I believe that needs to be corrected.

Dr. Grissom moved to approve as amended Dr. Emerson and Ms. Worthen seconded

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Tardibono, and Youngblood

Nay:

Abstain: Worthen

Absent: Jones

The August 11, 2020 board minutes, as amended, approved.

Update on racial and ethnic disparity training for law enforcement, juvenile justice stakeholders, and OJA employees

Ms. Laura Broyles, Director of the Office of Standards for Prevention and System Improvement; Mr. Daryl Fields, Systems Review Coordinator; Captain Jason Potter, Ada Police Department; and Patrolman Justin Smith, Lighthorse Police Department

Mr. Fields, Captain Potter, and Officer Smith spoke about their experience with the training.

Chair Youngblood: Any questions from fellow board members? I applaud you again Laura, for hearing us and getting this program out. It is great to hear that they are enjoying the program and it is moving into the community.

Captain Potter: The numbers in our training, we had one captain, that did not have the passion for the subject matter. We need to hand-pick the officers that have the passion, without the passion we cannot get this into the community.

Chair Youngblood: That is a great perspective. Thank you for sharing.

Dr. Emerson: I would just like to say thank you. As a fellow Oklahoman, thank you for your service to our state. I thank you for an increasingly difficult job and your leadership during a difficult time. As a life-long learner, this is great to hear and the feedback is awesome and helps me put this program into perspective and understand what is happening across the state.

Ms. Worthen: I would like to say how impressed I am with how quickly this training happened. I feel like trainings like this often get punted down the field. I am impressed that we have this great feedback. I echo what Dr. Emerson had to say.

Dr. Grissom: Thank you, Laura. I know you got extra pressure put on you. This is arguable, the most important big issue to deal with at the current time. I don't want to get on a soap-box. From a psychological perception, how an individual is perceived is going to determine how they act. To work with law enforcement, to change perceptions and interaction is powerful. There is intense large-scale pressure at this time, and we are now ahead of the rest of the country on this particular issue. I am happy and proud.

Chair Youngblood: Any other questions or statements? Keep up the great work!

Mr. Clagg presented the attached presentation on the change orders for the next generation project.

Mr. Tardibono: In email, 4 of 4, from the pre-meeting emails, there are more change orders than we are considering, why is that?

Mr. Clagg: This is an update of upcoming, potential change orders. The items and amounts are being reconsidered, negotiated, etc... They will be eventually be presented to the committee before coming to the Board as they are finalized.

Chair Youngblood: I appreciate the work of staff and the Next Generation Committee for all their work and bringing only actionable items to our attention.

Chair Youngblood: Any questions from the board? Thank you for the additional slides and the descriptions.

Dr. Ellington: On the buried cistern, why do we need to dig it up?

Mr. Clagg: This is scheduled to be the site for cottage number seven (7).

Dr. Ellington: So it is interfering with the ground pad?

Mr. Clagg: Correct.

Dr. Ellington: On the OG&E meters, is this OG&E equipment? Why are we paying for items that OG&E will use to charge OJA for power?

Mr. Clagg: Yes, this equipment is after their lines terminate. We posed this question early in the project, it was explained that this was a charge to the facility.

Dr. Ellington: Do we get to charge OG&E rent?

Judge Foss: OG&E is responsible for part of the cost, on what I believe is the transformers, but this is our part for the meters. We each have to cover our end.

Dr. Ellington: Am I the only one on the board having trouble getting my hands around this cost? If we are going to OG&E for a service, why am I needing to pay for the cost? I am not understanding.

Chair Youngblood: I can only speak from the commercial perspective. It is an amazing system.

Judge Foss: Part of this is a cost for modernizing and coming up to current code.

Ms. Worthen: I reached out to OG&E to talk about the high costs, can we partner? It was just a shrug of the shoulder response. I would like further clarification.

Dr. Ellington: That is all I've got, thank you.

Mr. Tardibono: I want to echo Syd and Jenna. I don't understand why we are paying for this. I recognize that this just may be regulation and how public utilities are set up.

Dr. Ellington: Is OG&E's cost the same?

Judge Foss: They are covering the cost of the transformers, and we are responsible for the meters on the building.

Dr. Ellington: Is Flintco installing the meters?

Judge Foss: Construction was in the process of being stopped, because we were not moving forward on this issue. The subcommittee moved forward on this issue to avoid halting construction, which we have the authority to do as long as the cost is under \$100,000.00.

Dr. Ellington: If we are installing the meters, is OG&E supervising Flintco to verify they are properly installed?

Mr. Clagg: Correct, it is a coordinated effort. I am looking through my further information. It is not the purchase of the transformers, it is the change in configuration and updating equipment.

Dr. Ellington: How many meters are we talking about?

Mr. Clagg: I believe it is 4 or 5, I have to clarify. It is not just the cost of the meter it includes installation cost.

Dr. Ellington: Is this budgeted for Judge, or we will incur additional costs?

Mr. Clagg: This is to upgrade the equipment for the building we are keeping to make it compatible to the new system.

Judge Foss: To provide further clarification, if you would provide additional information.

Discussion and/or possible vote to approve change order NGF-028 to Flintco contract – Additional commercial-grade door packages to Intake Building \$14,757.00 increase

Dr. Grissom moved to approve with a second by Mr. Burrage

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Tardibono, Worthen, and Youngblood

Nay:

Absent: Jones

Change order NGF-028 to Flintco contract – Additional commercial grade door packages to Intake Building \$14,757.00 increase approved.

Ms. Jones entered the meeting at 10:03 a.m.

Discussion and/or possible vote to approve change order NGF-038 to Flintco contract – Lower depth of power supply lines to sanitary grinder \$4,148.00 increase

Judge Foss moved to approve with a second by Mr. Burrage

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Change order NGF-038 to Flintco contract – Lower depth of power supply lines to sanitary grinder \$4,148.00 increase approved.

Discussion and/or possible vote to approve change order NGF-039 to Flintco contract – OG&E service relocate and upgrade transformers and meters for existing buildings \$44,092.00 increase

Judge Foss moved to approve with a second by Dr. Grissom

Aye: Burrage, Emerson, Foss, Grissom, Jones, Worthen, and Youngblood

Nay: Ellington

Abstain: Tardibono

Change order NGF-039 to Flintco contract – OG&E service relocate and upgrade transformers and meters for existing buildings \$44,092.00 increase approved.

Discussion and/or possible vote to approve change order NGF-047 to Flintco contract – Detention Hardware and Security Upgrade at High Security Cottage #2. \$81,670.00 increase

Dr. Grissom moved to approve with a second by Judge Foss

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Change order NGF-047 to Flintco contract – Detention Hardware and Security Upgrade at High Security Cottage #2. \$81,670.00 increase approved.

Discussion and/or possible vote to approve change order NGF-050 to Flintco contract – Disposal of buried concrete cistern discovered under the demolished maintenance building. \$2,524.00 increase

Judge Foss moved to approve with a second by Dr. Grissom

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Change order NGF-050 to Flintco contract – Disposal of buried concrete cistern discovered under the demolished maintenance building. \$2,524.00 increase approved.

Mr. Clagg ran through the attached finance report.

Discussion and/or possible vote to approve the year-to-date OJA Finance Report

Dr. Emerson moved to approve with a second by Mr. Burrage and Ms. Jones

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

The year-to-date OJA Finance Report approved.

Discussion and/or possible vote to approve the FY2022 Budget Request

Mr. Clagg presented the attached presentation.

Chair Youngblood: We are going into FY2022 with a flat request but for FY2023 we are asking for \$6 million, but we will be down to one facility with some cost savings, am I missing something?

Mr. Clagg: No, we will utilize cost savings, however, we have had to make some cuts to maintain/manage with what we have. However, with restoring and a few extra funds, we can expand our successful programs.

Mr. Tardibono: Should things pick-up will the Board need to approve a request to move the FY2023 request into FY2022? Or will that be more organic, and handled internally?

Mr. Clagg: We are disclosing our strategy and we can amend our request, with the current plan to handle things, currently, internally. If that changes we will inform the board.

Mr. Tardibono: I don't want the Board to be the hold up for OJA to request more funds if they become available, can we add that power to the motion.

Mr. Clagg: It is my belief, that by adopting our strategy, that is included in the strategy.

Mr. Tardibono: As long as it doesn't delay you, I am good with approving it that way.

Mr. Burrage moved to approve with a second by Mr. Tardibono and Judge Foss

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood
Nay:

The FY2022 Budget Request approved.

Discussion and/or possible vote to approve the 2019-2020 year-to-date Oklahoma Youth Academy Charter School Finance Report

Judge Foss moved to approve with a second by Mr. Burrage

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood
Nay:

The 2019-2020 year-to-date Oklahoma Youth Academy Charter School Finance Report approved.

Discussion and/or possible vote to approve the 2020-2021 year-to-date Oklahoma Youth Academy Charter School Finance Report

Dr. Grissom moved to approve with a second by Mr. Burrage

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood
Nay:

The 2020-2021 year-to-date Oklahoma Youth Academy Charter School Finance Report approved.

Discussion and/or possible vote to approve modifications to the FY2021 encumbrances for the Oklahoma Youth Academy Charter School

Dr. Grissom moved to approve with a second by Mr. Burrage and Ms. Jones

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood
Nay:

The FY2021 encumbrances for the Oklahoma Youth Academy Charter School approved.

Discussion and/or possible vote to approve Oklahoma Youth Academy Charter School Statement of Needs for 2020-2021

Dr. Emerson moved to approve with a second by Mr. Burrage

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood
Nay:

The Oklahoma Youth Academy Charter School Statement of Needs for 2020-2021 approved.

Oklahoma Youth Academy Charter (OYACS) School Administration Report

Ms. White gave an update on the numbers presented at the August 11, 2020 Board meeting.

Dr. Ellington: I am still learning my acronyms, DDSD?

Ms. White: Developmental Delayed adult program, intellectually disabled

Dr. Ellington: ICAP?

Ms. White: Individual Career and Academic Plans

Dr. Ellington: Thanks for all the hard work that you do. I know that you are taking care of the kids of campus while completing this extra layer of work. I think this is really, really important. Your data points are helpful. So thank you for the extra layer of work.

Ms. White: We have fabulous staff.

Discussion and possible vote to enter executive session

Not required.

Discussion and possible vote to return to Regular Session

N/A

Discussion and/or possible vote on items arising from Executive Session

N/A

Announcements/comments

Dr. Ellington: I have a question for Mr. Clagg and, maybe Judge Foss, can you help me understand the change order process? I understand, we have the budget and we put aside funds to cover the unintended costs, is there a screening process or a gate keeper that screens or can advise on these issues.

Mr. Clagg: We have several layers of review in place, we have the AE1 consultant, DLR, which is our architecture consultant on-site, with staff all over the country. Jerry Anderson, is also on staff, he double checks everything and he has previous history with all the contractors, that advises us on cost and labor. Terry Smith, is on-site every day. OMES has a staff member assigned to the project that monitors the project.

Dr. Ellington: That is helpful. Where are we with Texas County and the transportation issue?

Chair Youngblood: This item is not on the agenda, as it is not listed outside of executive session.

Chair Youngblood: I hope everyone had a great and safe Labor Day. I hope everyone got some relaxation. Any further comments?

Judge Foss: Dr. Emerson and I are going to tour COJC on Friday.

New business

N/A

Adjournment

Dr. Grissom moved to adjourn with a second by Mr. Burrage

Aye: Burrage, Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood
Nay:

Chair Youngblood adjourned the meeting at 10:48 a.m.

Minutes approved in regular session on the 13th day of October, 2020.

Prepared by:

Signed by:

Audrey Rockwell, Secretary

Karen Youngblood, Chair

Proposed 2021 Meeting Schedule - these dates reflect the 3rd Tuesday of every month

January 19th

February 16th

March 16th

April 20th

May 18th

June 15th

July 20th

August 17th

September 21st

October 19th

November 16th

December 14th **(this is the 2nd Tuesday of the month due to holiday)**

Proposed 2021 Meeting Schedule - these dates reflect the 3rd Wednesday of every month

January 20th

February 17th

March 17th

April 21st

May 19th

June 16th

July 21st

August 18th

September 15th

October 20th

November 17th

December 15th

Proposed 2021 Meeting Schedule - these dates reflect the 3rd Thursday of every month

January 21st

February 18th

March 18th

April 15th

May 20th

June 17th

July 15th

August 19th

September 16th

October 21st

November 18th

December 16th

NEXT GENERATION FACILITY

Change orders under consideration

Summary of Proposed Change for Consideration

No	Description	Amount
#41	Unsuitable Soil @ Road to Maintenance Building	\$28,226
#51	Credit for Lockers in Intake	(\$1,625)
#52	Unsuitable Soil @ Loading Dock	\$3,015
#54	Gravel Access Road to Maintenance Building	\$3,779
#55	Erosion control - Sod/Rip rap @ hill west of maintenance	<u>\$22,765</u>
	Total	\$56,160

The last slide of this presentation represents items on hold and will not be considered at this Board Meeting. These items are merely presented for completeness and transparency.

#41 –REPLACE/STABILIZE UNSUITABLE SOIL @ ROAD TO MAINTENANCE BUILDING

\$28,226

- This is to correct and stabilize the soil on the paved road leading to the maintenance building. When the initial temporary road was built to facilitate construction equipment and material transportation, a water diversion and drainage system was incorporated. Initial construction of the road was the responsibility of the two NGF construction companies (Flintco and McNatt). McNatt built the a temporary gravel road and Flintco is responsible for the permanent paved road. We are confident that the work done to date to remedy water issues will be successful and prevent further damage of this type, but between the time of establishing the temporary road and construction of the permanent road additional damage occurred – resulting in the need for this change order. We continue to work toward finding the source of the water which is much more than normal run-off. It has been speculated that there may be a natural spring in the area, but it could also simply be a water leak. This work was authorized by the NGF Subcommittee in order to avoid work stoppage and delays to the project. OJA's consultants and OMES Project Manager worked with the contractor to obtain a fair and equitable cost for this work.

#51 - CREDIT FOR LOCKERS IN INTAKE BUILDING (\$1,625)

- It was determined that the number of lockers in the original building design exceeded what was actually needed.

#52 – REPLACE/STABILIZE UNSUITABLE SOIL @
LOADING DOCK
\$3,015

- This is to replace and stabilize unsuitable soil next to the supply loading dock. This area is unstable due to the water leakage issues from the dining hall/supply building. This area is the beginning of the exterior road that goes around the new facility.

#54 - GRAVEL ACCESS ROAD TO MAINTENANCE BUILDING
\$3,779

- This is to complete an access road on the south side of the new maintenance building that leads to the southern part of the new facility. The new maintenance building did not have a road for use by OJA or Flintco. This road was necessary and would have been paid for by OJA. Flintco agreed to split the cost for this road so they could use it also during construction.



#55 - EROSION CONTROL - SOD/RIP RAP @ HILL
WEST OF MAINTENANCE
\$22,765

- There are areas between the maintenance building and the new facility that are susceptible to runoff and erosion during the heavy rain that we experience here. These areas are on a very big slope (see next two slides). We have already experienced a large amount erosion on our new parking lot behind the supply building. The contract called for hydro mulch on these slopes. Hydro mulch will not hold and develop on these hills. Hydro mulch requires much watering and because of the slope it will not hold.

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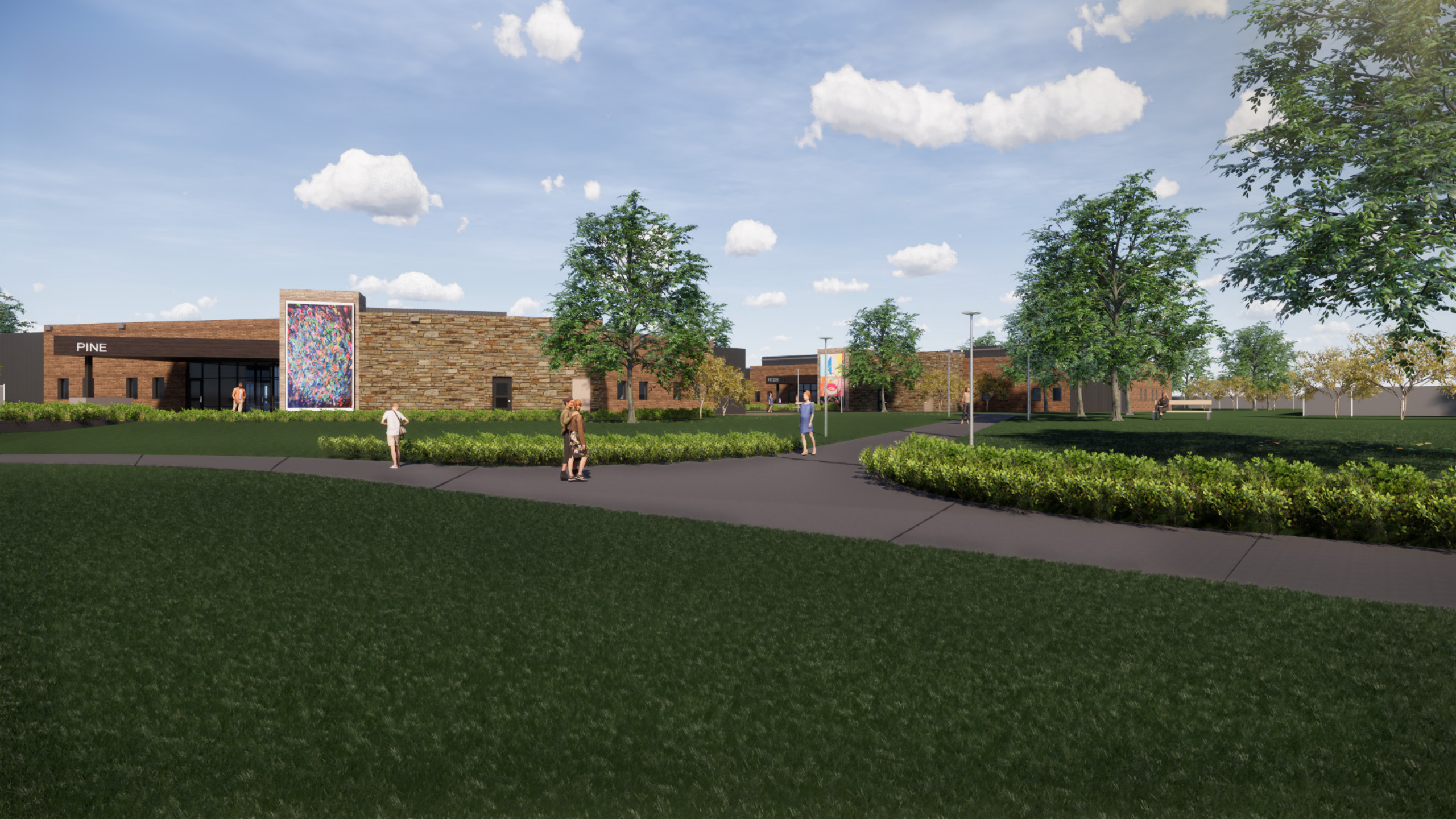
FLINTCO CONTRACT CHANGE ORDER SUMMARY

Original Contract Amount	\$46,011,073	%
Change Order Capacity (10%)	\$4,601,107	100%
Change Orders To-Date	\$2,454,122	53.34%
Current Change Order Request	56,160	1.22%
Total Change Orders To-Date if Current Proposals Are Approved	\$2,510,282	54.56%

PENDING ISSUES

Summary of Change Orders On Hold and/or Waiting on Additional Information or Revisions

No	Description	Amount
#29	Renovation of Gym and Admin Building – on hold	\$949,027
#37	Clear and cleanup overgrowth around west access road	\$23,427
#45	Covid-19 Delay (add 7 days to project)	-0-
#48	Window blinds for Intake Offices	\$5,205
#49	Upgrade/Update of Fire protection (sprinkler system) at the existing gym/school	\$16,500
TBD	Temporary Fencing Upgrade for Phase two (preliminary rough estimate based on the cost of phase one)	\$250,000



COTTAGE NAMING CONVENTION

- Cottage name ideas have been solicited from facility staff, facility youth and other OJA employees. Suggestions have been animals, birds, Oklahoma places and trees. The names will be located on the outside of the cottages near the entrance. The names should be short and simple. In Oregon several cottages had names of trees. It looked good and worked well for them. We have asked our landscape company, if we named the cottages for trees could we find that kind of tree and plant somewhere near the cottage. We are in the timeframe of the first phase where we need to select names for the signage for the buildings.
- Specific trees that have been suggested:

- Redbud
- Sycamore
- Cypress
- Willow
- Maple

- Cedar
- Elm
- Dogwood
- Cottonwood
- Pine

If possible, for at least some of the cottages, there might be an opportunity to plant trees corresponding to the cottage name within the vicinity of the cottages.

Office of Juvenile Affairs Board of Director's Meeting

October 13, 2020

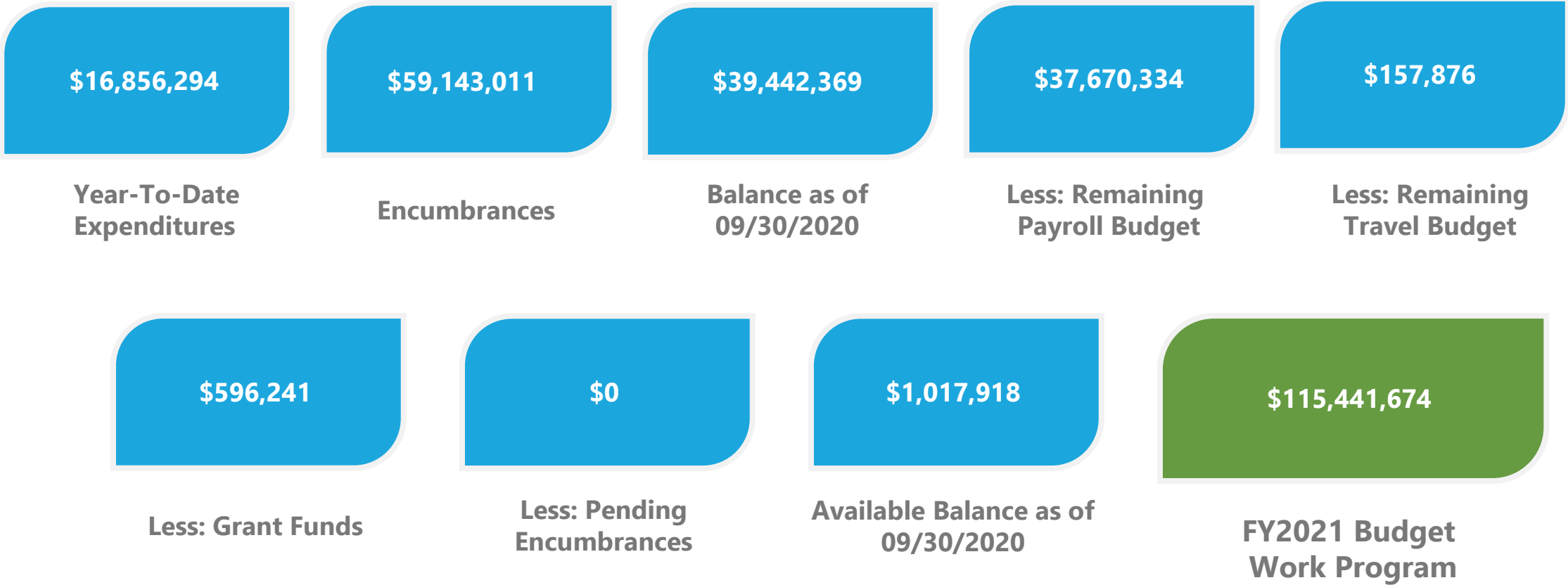


OKLAHOMA



FY-2021 Operation/Capital Budget Projections

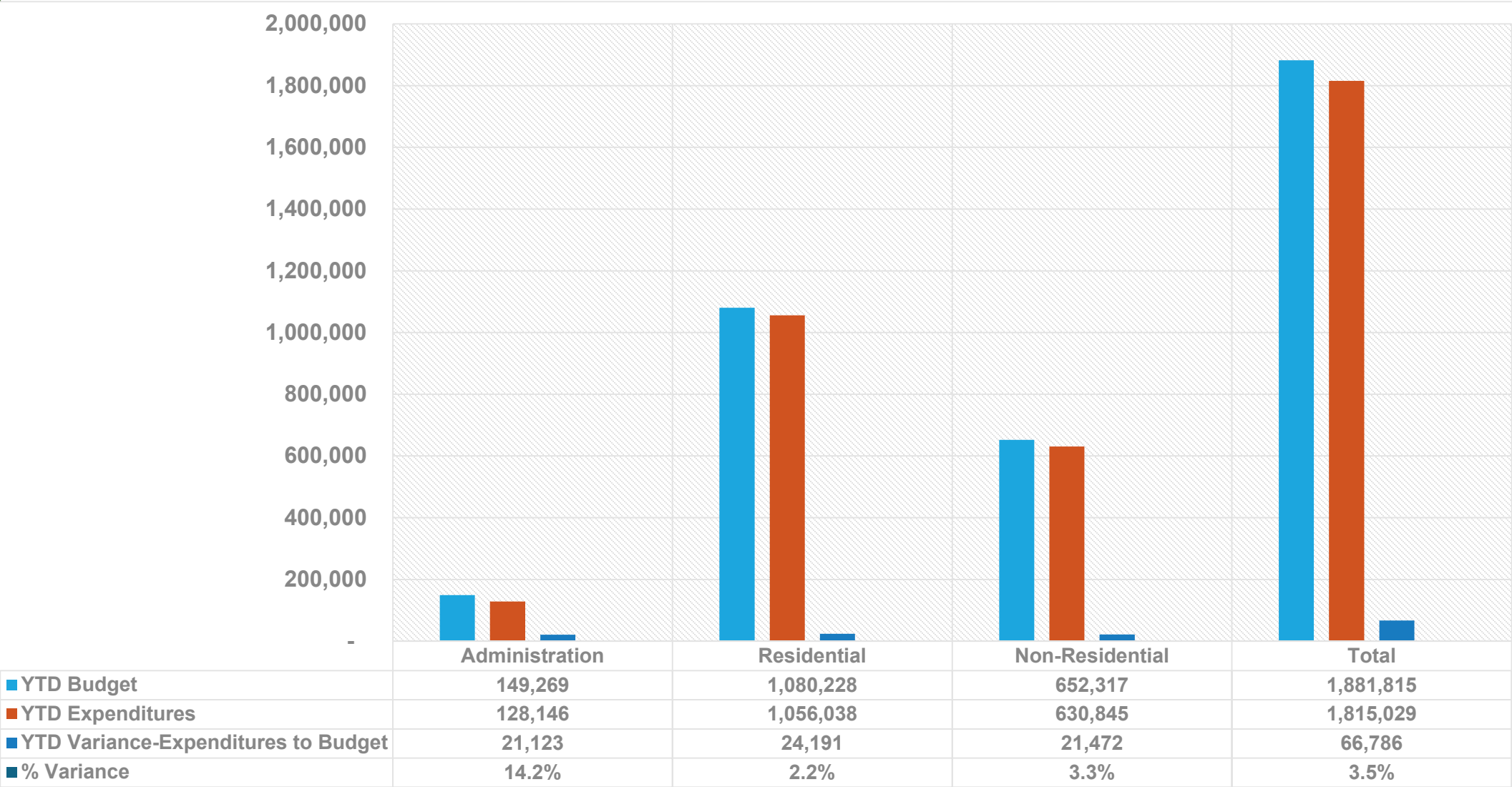
As of: September 30, 2020





FY2021 Payroll Costs

As of: September 30, 2020



General Revolving Fund Revenue

As of: September 30, 2020



FY-21 Budget	Budget to Date	Receipts	In-Transit	Over (Under) Budget
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Revenue Source					
SSI and SSA	\$ 85,000	\$ 21,250.00	\$ 26,102	\$ -	\$ 4,852
Income from Rent	5,586	1,397	3,845		2,449
Charter School State Aid/Grants	1,302,770	325,693	208,966		(116,727)
School Breakfast/Lunch/Snacks Program	200,000	50,000	41,051	13,287	4,338
Refunds & Reimbursements <small>(includes COVID-19)</small>	5,056,803	1,264,201	3,051,212		1,787,011
Sales	9,816	2,454	2,480		26
Child Support	172,000	43,000	59,711		16,711
Other Receipts	22,000	5,500	40,117		34,617
Total Revolving Funds	\$ 6,853,975	\$ 1,713,494	\$ 3,433,484	\$ 13,287	\$ 1,733,277

Federal Grants Revenue

As of: September 30, 2020



Source - FFP Revolving Funds	Projected Annual Revenue	Projected YTD Revenue	Actual Revenue	In-transit	Variance
Residential Behavior Management Services (RBMS)	\$ 6,739,000	\$ 1,684,750	\$ 1,909,531	\$ 638,160	\$ 862,940
Targeted Case Management (TCM)	2,400,000	600,000	366,814	360,825	127,639
IV-E Shelter	106,120	26,530	-	-	(26,530)
Indirect Cost Reimbursement (OHCA)	122,795	30,699	-	-	(30,699)
Grants (Formula)	658,214	164,554	13,234	98,015	(53,304)
OSDH-Youth Pregnancy & Parenting	129,900	32,475	27,148	17,388	12,061
DAC-RSAT	184,650	46,163	24,069	4,815	(17,279)
CARES		-	224,491	-	224,491
Total	\$ 10,340,679	\$ 2,585,170	\$ 2,565,287	\$ 1,119,202	\$ 1,099,319



700 FUND ACCOUNTS

As of: September 30, 2020

TRUST FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

****Cash Balance as of 09/30/2020 was \$4,078**

DONATION FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

Cash Balance as of 09/30/2020 was **\$1,325**

701

702

703

704

CANTEEN FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

Cash Balance as of 09/30/2020 was **\$11,931**

VICTIM RESTITUTION FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

Cash Balance as of 09/30/2020 was **\$28,974**



SOLE SOURCE PURCHASES

As of: September 30, 2020

SS#	Date	Vendor	Description	Location	Amount
SS2021--08	10/01/2020	Windstream Communication	Telecommunications	COJC	\$36,000
SS2021--09	10/01/2020	Pioneer Business Solutions	Telecommunications	SOJC	\$30,000

EMERGENCY PURCHASES

As of: September 30, 2020



There Are No Emergency Purchases

Oklahoma Youth Academy Charter School (OYACS)



Board of Director's Meeting
October 13, 2020



Oklahoma Youth Academy Charter School Combined Statement of Revenue, Expenditures and Fund Balances School Year 2020-2021 as of Septemer 30, 2020		OJA General and Revolving Funds	Fund 25000	Totals as of 09/30/2020	COJC (972)	SOJC (975)	Total
	<u>Revenues</u>						
	State Aid	\$ -	\$ 137,164.18	\$ 137,164.18	\$ 68,582.09	\$ 68,582.09	\$ 137,164.18
	Title I N&D		40,163.91	40,163.91	23,792.38	16,371.53	40,163.91
	Title IA		-	-			-
	Title II A		-	-			-
	IDEA-B Flowthrough		-	-			-
	Title IV-A LEA		-	-			-
	Textbooks/Ace Technology		4,242.05	4,242.05	2,121.03	2,121.02	4,242.05
	Child Nutrition Program _Breakfast		14,501.90	14,501.90	6,670.92	7,830.98	14,501.90
	Child Nutrition Program _Lunches and Snacks		26,548.60	26,548.60	12,215.06	14,333.54	26,548.60
	Refunds		-	-			-
	Office of Juvenile Affairs **	249,702.12		249,702.12	136,305.45	113,396.67	249,702.12
	Total Revenues	\$ 249,702.12	\$ 222,620.64	\$ 472,322.76	\$ 249,686.93	\$ 222,635.83	\$ 472,322.76
	<u>Expenditures</u>						
	Payroll Expenses	\$ 236,177.44	\$ 306,102.70	\$ 542,280.14	\$ 287,951.99	\$ 254,328.15	\$ 542,280.14
	Training and Travel	-		-			-
	Operational Expenses	12,140.68	44,799.54	56,940.22	32,304.82	24,635.40	56,940.22
	Equipment and Library Resources	1,384.00	57,000.00	58,384.00	29,110.50	29,273.50	58,384.00
	Total Expenditures	\$ 249,702.12	\$ 407,902.24	\$ 657,604.36	\$ 349,367.31	\$ 308,237.05	\$ 657,604.36
	Excess of Revenues Over (Under) Expenditures	\$ -	\$ (185,281.60)	\$ (185,281.60)	\$ (99,680.38)	\$ (85,601.22)	\$ (185,281.60)
	Fund Balances July 1, 2020	-	344,854.98	344,854.98	174,402.93	170,452.05	344,854.98
	Fund Balances 2020-2021 School Year	\$ -	\$ 159,573.38	\$ 159,573.38	\$ 74,722.55	\$ 84,850.83	\$ 159,573.38
	**OJA Funds						
	Fund 19001	\$ 4,299.27					
	Fund 19101	\$ 245,402.85					
		\$ 249,702.12					



**Office of Juvenile Affairs
Oklahoma Youth Academy
Encumbrances for Approval - School Year 2020-2021
October 13, 2020 Board Meeting**



QUESTIONS?

End of Board Finance Reports



OKLAHOMA
Juvenile
Affairs